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Box

CONSTITUTION

OF THE

Associated Charities of Ottawa,

ADOPTED APRIL 8th, 1895.

THOBURN & CO. PRINTERS
OTTAWA.

R. J. WICKSTEED

ASSOCIATED CHARITIES.

I. The Name.

The name of this Society shall be "The Associated Charities of Ottawa."

II. The Objects.

The objects of the Society shall be :

A. To secure the concurrent and harmonious action of the different Charities of Ottawa, in order to (1) raise the needy above the need of relief, prevent begging and imposture and diminish pauperism ; (2) to encourage thrift, self-dependence and industry through friendly intercourse, advice and sympathy, and to aid the poor to help themselves ; (3) to prevent children from growing up as paupers ; (4) to aid in the diffusion of knowledge on subjects connected with the relief of the poor.

B. In order to promote these objects, the Society shall be (1) a centre of intercommunication between the various churches and charitable agencies in the city with a view to fostering harmonious co-operation among them and to check the evils of over-lapping of relief ; (2) shall investigate thoroughly, and without charge, the cases of applicants for relief which are referred to the Society for enquiry, and keep a correct register of the same, and send the persons having a legitimate interest

in such cases full reports of the results of investigation ; (3) shall refer deserving cases to the proper charities ; (4) shall keep a list of persons desiring to have work done and a list of applicants for work, and assist in bringing these parties into communication ; (5) and shall endeavor to promote the general welfare of the poor by social and sanitary reforms and by the inculcation of habits of providence and self-dependence.

III.

In relation to the existing Charitable Societies, the aim of this Society is to be auxiliary with a view to promote efficiency and economy ; existing Societies will retain and administer their own funds, entirely free from the interference or supervision of this Society.

IV.

The officers and agents of this Society shall not use their position for the purpose of proselytizing, and it shall be the duty of the Council to see that this rule is strictly enforced.

V.

All who enroll their names (either with or without a subscription) in a book to be kept for this purpose, shall be members of this Society.

Any person on payment of twenty-five dollars shall be a life member.

Persons distinguished for service in the cause of charity or the advancement of sanitary knowledge or social science may be elected honorary members.

VI.

The annual meeting of the members shall be held in October of each year, the day of meeting to be fixed by the Council. Only those members who have been enrolled at least ten days prior to the meeting shall be entitled to vote. Special meetings may be called at any time after due notice by the President, or at the request of three members of the Council, or of any ten members of the Society. Ten shall form a quorum.

VII. Officers.

There shall be a president and two vice-presidents, to be elected by the members at the annual meeting, and a secretary-treasurer appointed by the Council.

VIII.

The affairs of the Society shall be managed by the Council, which shall be constituted as follows, viz :— The president, vice-presidents, secretary-treasurer, mayor and two aldermen, to be nominated by the mayor, the sheriff, city treasurer, city engineer, assistant engineer, city physician, city clergy and one representative from each Charitable Society ; all life members and 12 other members to be elected at the annual meeting.

Five shall form a quorum

The Council shall have power to appoint sub-committees, and to adopt such by-laws as they may deem necessary, subject to the revision of the Society at any annual or special meeting.

IX.

The secretary-treasurer shall be paid a salary, the amount to be fixed by the Council, and it shall be his duty to keep full minutes of the proceedings at the meetings of the Society and of the Council ; to notify members of the time and place of meeting ; to superintend the work of the Society ; to make, or cause to be made, all required investigations, and to keep a correct record of the same and to report ; to act as secretary to all standing committees of the Council ; to work under the Council in any department in which his services may be required ; to devise, subject to the approval of the Council or its sub-committee, all forms of blanks, records and reports ; to superintend all printing, to edit for the Council all public reports and circulars, and to do anything the Council may deem to be in the interests of the Society.

As treasurer, he shall receive and keep account of all the funds which shall be paid or contributed to the uses of the Society ; and pay out the same under the rules which shall be adopted by the Council.